

I.T. Services

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Office of Instructional Technology Services

1702 N. Alamo, Suite 111: San Antonio, TX 78215

Phone: 210-527-1400; Fax: 210-281-0257

Web: <http://itls.saisd.net>

User Manuals for our SAISD Community

Your Guide to:

CD Burning and Plug-Ins

Visit us at:
<http://itls.saisd.net/tli>



For the MAC

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Your Guide to CD Burning and Plugins

Published by:

The Office of Instructional Technology Services
San Antonio ISD
1702 North Alamo
San Antonio, Texas 78215

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For general information on Instructional Technology products and services please contact:

Miguel Guhlin, Director
Instructional Technology Services
Phone: (210) 527-1400
Fax: (210) 281-0257
Email: mguhlin@saisd.net
Web site: <http://itls.saisd.net>

Direct any questions, comments or corrections to mguhlin@saisd.net.
Your assistance will be greatly appreciated.



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What is CD Burning?

With the increase in data communications and large file sizes, Compact Discs provide users with an external large storage choice. Burning a CD is the common term for copying information data files, sound files, and video files to a Compact Disc. This is accomplished easily with a CD Creator program which allows users to choose the type of CD that will be created through several simple steps. The ability to burn or copy information onto a CD allows users to store large amounts of data on a few small Compact Discs.

What should you consider before beginning?

Reflect on storage or saving mechanisms you have used in the past to store or backup data. The backup storage process for the CD is the same as it was for floppy or zip disks. The CD technology simply allows more information to be stored on a smaller device.

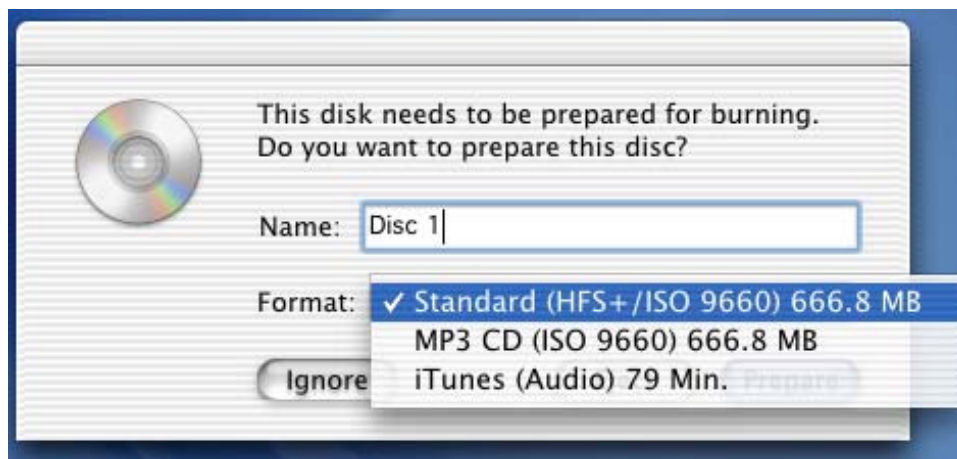
Burning a CD

Opening the CD Drive

1. On the Keyboard, Click on the Eject button located in the top right hand corner of the keyboard
2. Place a blank CD in the CD Drive
3. Click on the Eject button again to close the CD Drive.



4. The computer will recognize that the CD needs to be formatted and a dialogue box will appear asking how you would like to format the CD.
5. Enter a name for the CD in the Name Box
6. In the format box, choose a format style
 - Standard will be for data files
 - MP3 is for music
 - iTunes is also for music
7. Click **Prepare** to continue the disc creation



8. After the format is complete, the CD will appear on the desktop.
9. Drag and Drop files you want on the CD over the CD icon to add the information to the CD
10. When you have completed adding the information to the CD Drag the CD to the Trash Can to Eject
11. A dialogue box will appear asking if you want to “burn” the CD. This is to prepare the CD to be used on any computer
12. Click **Burn**



13. The CD will complete the writing process
14. When the CD is complete, it will eject from the CD Drive

Download and Installation of Macromedia

Flash Player Download

1. Go to <http://www.macromedia.com>
2. Click On **Download Flash Player**

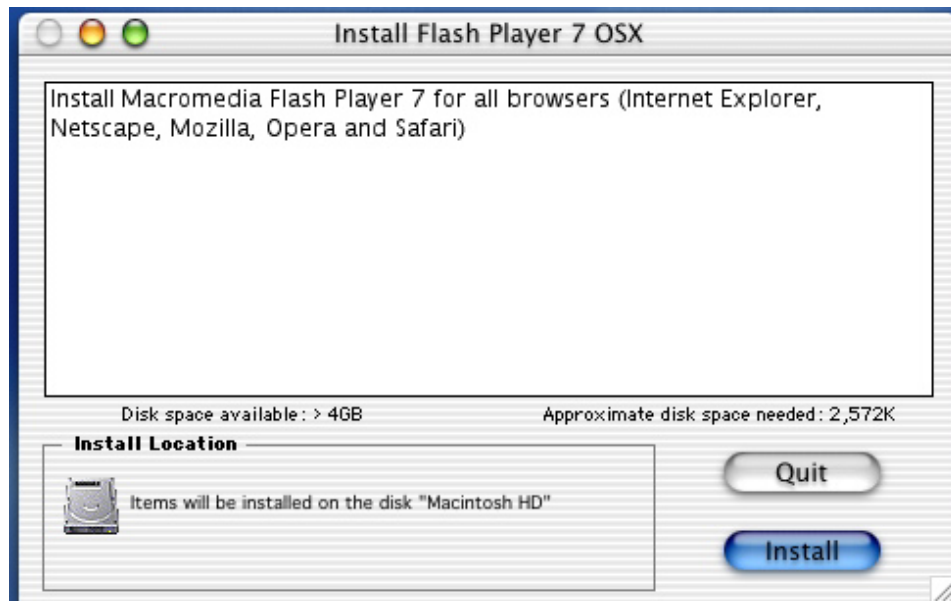


3. In the Download center Click on the .hpx file for the correct MAC operating system



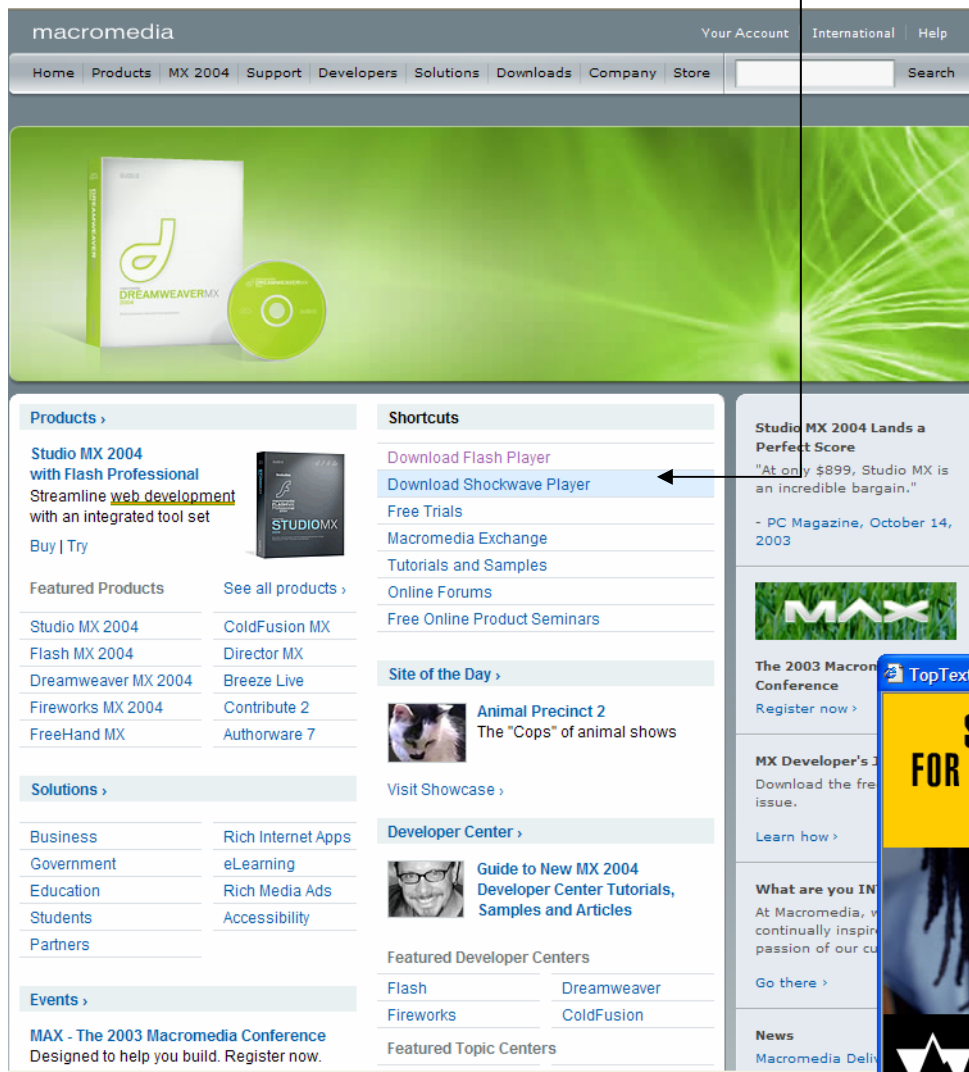
Installation of Flash Player

1. Go to the MAC desktop
2. Click on the Install Flash Player Icon
3. In the installation screen Click on **Install**



Download Macromedia Shockwave



1. Go to <http://www.macromedia.com>
2. Click on **Download Shockwave Player**



3. Click on **Download Now** from the download center for the correct MAC Version

Get Macromedia Shockwave Player

Choose your Macintosh operating system:

OS X 10.1 or Later	OR	System 8.6, 9.0, 9.1, or 9.2
		
Click the button to begin installation.		Click the button to begin installation.

Installing Shockwave Player

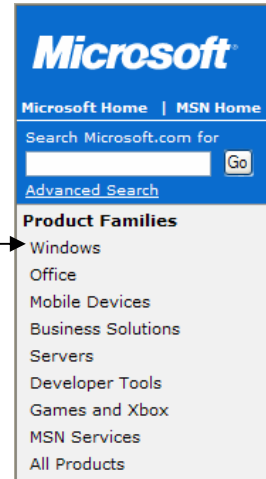
1. Go to the MAC desktop and click on the Shockwave Installer Icon
2. When the prompt for installation appears Click **In-**
stall
3. When the program has completed installation a screen will appear stating the installation was successful. Click **Quit** to close the box



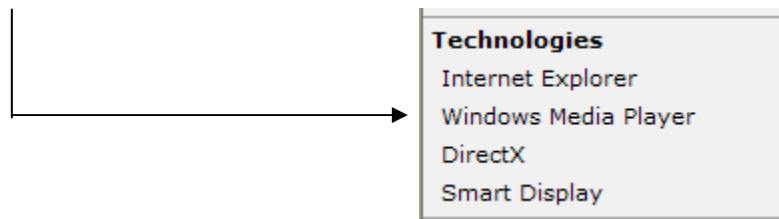
Download and Installation of Players

Download Window Media Player

1. Go to <http://www.microsoft.com>
2. Click on Windows from the side menu



3. Click on Windows Media Player from the new window under Technologies



When installing a player, make sure to choose the player that is for the correct operating systems. (XP, 200, ME, 98)

4. Click Download Window Media Player 9 Series

The next wave of digital media

- [An Overview of the End to End Windows Media 9 Series Platform](#)
- [Download Windows Media Player 9 Series](#)
- [How To Create with Windows Media Audio and Video 9 Series](#)

In The News
[Pioneer & Microsoft Announce 1st High-Performance AV Amplifier...](#)
[Leading Consumer Electronics Companies Support Windows Media...](#)
[IBC 2003: Leading Broadcast & Content Production Companies...](#)
[Find out what press are saying...](#)

Get Down to Business
[Media & Entertainment](#)
[Enterprise](#)
[Partner Center](#)
[Licensing](#)

Discover
[Windows Media 9 Series](#)
[How-to](#)
[Demos](#)
[Play Music & Videos](#)

Technologies & Tools
[Windows Media Player](#)
[Windows Media Encoder](#)
[Windows Media Services](#)
[Windows Media DRM](#)
[Windows Movie Maker 2](#)
[Microsoft Producer](#)
[Microsoft Plus!](#)
[Consumer Electronics](#)
[More Technologies & Tools](#)
[Downloads](#)

Plus! Party Mode
[Take your music to the max with Bluetooth](#)

Sting in 5.1
[Download "Sacred Love" in 5.1](#)

Protect Your PC
[3 steps to help secure your PC](#)

5. Choose the option for Player for MAC OS X or one of the other MAC versions to match your computer operating system

- Player in Windows XP
- Player 6.4 for Windows 95 & NT
- Player 7.1 for Windows 98
- Player for Pocket PC
- Player for Mac OS X**
- Player 7.1 for Mac
- Player for Palm Size PC
- Player for Hand Held PC
- Player for Solaris

6. Click on Download Now from the MAC Screen

Windows Media Player for Mac OS X



Introducing Windows Media Player for Mac OS X, Carbonized for version 10.1 of Apple's newest operating system. Sporting a new Aqua interface, this new version of our player opens the world of Windows Media content to Macintosh users, enabling them to access the best audio and video on the web. Optimized specifically for the Macintosh, the player provides intuitive design, reliable performance, and compatibility with most popular Macintosh models and system software. If you don't have Mac OS X, get the [Windows Media Player for Mac 7.1](#).

Coming Soon! Windows Media Player 9 Series for Mac OS X will deliver compatibility with 9 Series audio and video content.

- [Windows Media Playback Details](#)
- [Comprehensive List of Codecs Supported](#)
- [To Download and Install Windows Media Player for Mac OS X](#)
- [To Uninstall Windows Media Player 7 for Mac or Windows Media Player 6.3 for Mac](#)
- [Other Operating Systems and Other Languages](#)

Updated with new installer!

[Download Now](#) 6,160 KB ⌚ 22 minutes @ 28.8 kb

See all downloads in the [Download Center](#)

Installation of Windows Media Player

1. Go to the MAC desktop and Click on the Windows Media Player Icon
2. On the Windows Media Splash Screen Click **Continue**
3. In the license agreement box, Click **Agree**
4. In the Privacy Agreement Screen Click **Continue**
5. In the installation screen Click **Install**
6. When the installation is complete, a screen will appear indicating that in the installation was successful, Click **Quit**

Download of Quicktime

1. Go to <http://www.apple.com>
2. Click on the Quicktime Tab
3. Click on QuickTime Player



4. Click on Download QuickTime 6.3



5. In the Download Free Player window, Select the operating system Requirements
6. Select the Language
7. Fill in the Email Address line
8. Add your First and Last Names in the Boxes
9. Click on Download Quick Time (DO NOT CLICK ON UPGRADE NOW, this will take you through a purchase plan for QuickTimePro)

Download the free player
Select your operating system:

☐ Mac OS X v10.2.3 or later

☐ Mac OS X v10.1.5

☐ Mac OS 8.6/9

☐ Win 98/Me/2000/XP

Select a language:
English

- [System Requirements & Notes](#)
- [Version Availability](#)
- [QuickTime Standalone Installer](#)
- [Download 3GPP Component](#)

Stay Informed

☐ Get QuickTime News. Receive e-mail announcements about QuickTime events, updates, special offers and products.

☒ I would like to receive Apple news, software updates, special offers, and information about related products and services from other companies.

E-mail:

First name:

Last name:

Where do you live?

[Download QuickTime](#)



Whether you use a Macintosh or Windows-based PC, you can harness the power of QuickTime Pro for media authoring and play back of high-quality audio and video. All for just \$29.99.

Ten Reasons to Go Pro

1. Play movies in [Full Screen](#)
2. [Save movies](#) from the web
3. Do it yourself [editing](#)
4. Create [MPEG-4](#) content
5. Create [3GPP](#) content
6. Create [slide shows](#)
7. Create designer [media skins](#)
8. [Import/Export](#) media
9. Prepare movies for [streaming](#)
10. [Automate](#) your workflow

[Upgrade Now](#)

Now Open
63 Apple Retail Stores



Visit an Apple Store near you.

Apple iPod
For Mac and Windows.



10. The installation process will begin automatically

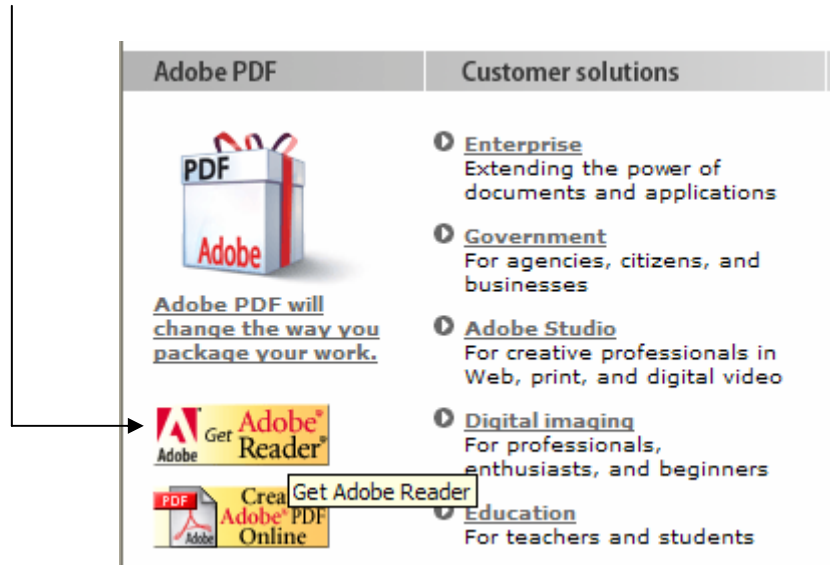
Installing QuickTime

1. In the Welcome to QuickTime window Click **Next**
2. Click **next** through the following screen
3. In the License Agreement screen Click on **Agree**
4. Click **Next**
5. In the Directory window, leave default as listed click **Next**
6. In the installation type press the **Recommended** radio button
7. Click **Next**
8. In the Program Folder Window Click **Next**
9. Fill out the registration information, leaving the registration number space blank.
10. Click **Next**
11. In the Internet screen, leave the **Use http: Proxy** box uncheck
12. Click **Next**
13. Click **Continue** in the next screen to continue install
14. In the Intro to Quicktime Setting box, Click **Next**
15. Choose the connection speed of **Intranet/LAN** from the drop down list
16. Click **Next**
17. In the Browser Plug in window Click **Next**
18. Place a check mark in all the File type boxes
19. Click **Finish**
20. Click **Close** to complete the installation process

Download and Installation of Adobe

Download of Adobe Acrobat Reader

1. Go to <http://www.adobe.com>
2. Click on the **Get Adobe Acrobat Reader** icon on the screen



3. Go to the set up process on the screen and fill out the options
4. Click **Download**

A screenshot of the Adobe Reader download setup screen. It shows 'Step 1 of 2' with the instruction 'Choose your language and platform. Your selection will determine the version of software that you will download.' There are two dropdown menus: 'Language' (set to 'English') and 'Platform' (set to 'Choose a platform'). Below this is 'Step 2 of 2' with the instruction 'The platform and language combination Adobe Reader that you will receive.' There are two radio buttons: 'Full version' (selected) and 'Basic version'. Below the radio buttons is a 'DOWNLOAD' button. A list of platforms is shown on the right side of the screen, including Windows 95, Windows 98, Windows 98SE, Windows Me, Windows XP, Windows NT, Windows 2000, Windows 3.1, MacOS 10.2.2-10.2.6, MacOS 9.1-10.2.1, Mac 8.6-9.0, Mac 8.1-8.5, Mac 7.5.3, Mac68K_bin, Mac68K_hqx, Linux, Sun Solaris SPARC, IBM AIX, HP-UX, and OS/2 Warp.

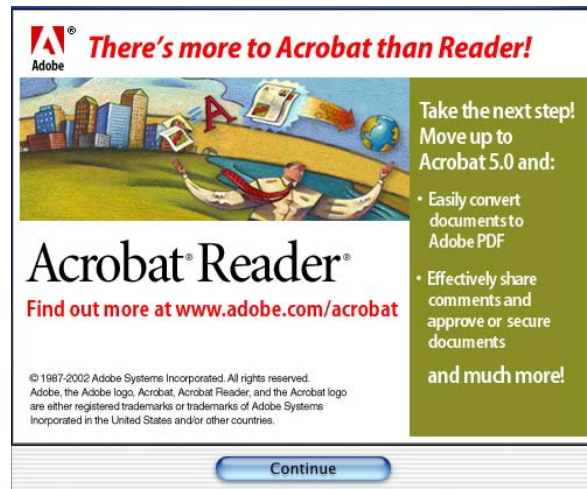
5. Go to the MAC Desktop and Click on the Adobe Acrobat .SIT file



6. After the file has downloaded, click on the Acrobat Reader Installer



7. Click **Continue** at the Acrobat Splash Screen

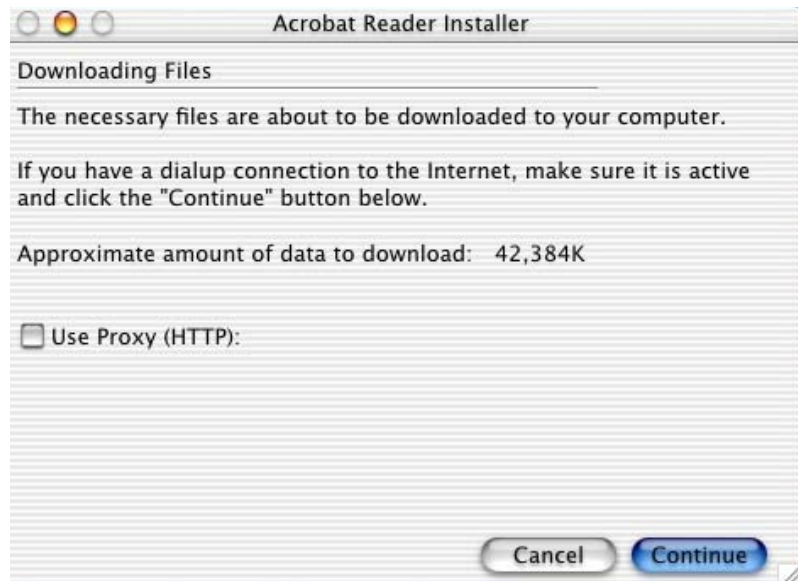


8. In the Acrobat Reader Installer Window, Click on the **Select All** button.

9. Click **Continue**



10. Leave the Proxy button unchecked and Click **Continue**



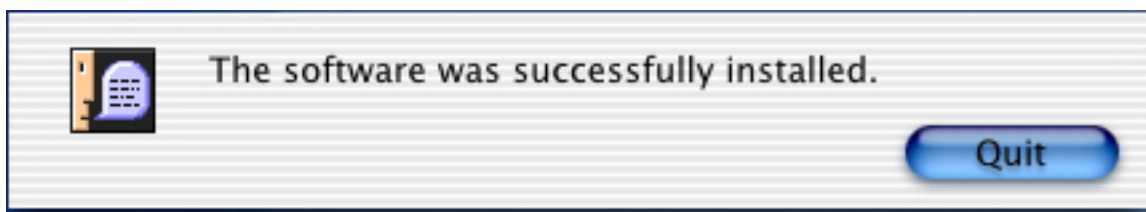
11. In the Downloading files window, Click **Continue**



12. Wait for the Installation to complete



13. When the installation has completed, Click **Quit**





Helpful Hints

CD Purchasing Terms and Tips

CD-R.....CD-Recordable

CD-RW.....CD-Rewriteable

When purchasing a CD for recording purposes, the CD-RW will allow you to rewrite information to it and erase that information up to 1000 times. However, the drawback to this is that they are more expensive than the CD-R

The CD-R will perform the same recording space and capability as the CD-RW, but you cannot erase a CD-R to add other information.

Use high-quality, name brand discs. These discs are usually less flawed and have a higher success rate than no-name, cheaper discs.

Burning Tips

Make sure that the CD you are using is free of scratch and dust, this can cause a burn to fail.

Make sure to close all other running programs during a burn to a CD, having other applications running can cause a burn to fail or run very slowly.

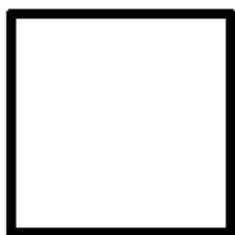
When labeling a CD make sure to use a case to add the label or write the information on the front of the CD with a permanent marker. Avoid sticking stickers or paper to the front of a CD, this can cause the CD to be unbalanced and not read properly in a CD Drive.



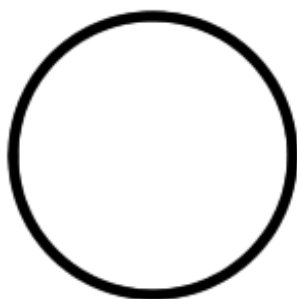
Test for Knowledge

1. Create a data CD using the MAC CD Writer
2. Download Adobe Acrobat to your desktop.
3. Download Windows Media Player to the Desktop.
4. Install one program on the computer.

Geometric Reflection and Evaluation



Something I learned
that SQUARED with
my beliefs.



A question going
AROUND in my mind...



STOP!
How do I plan to
implement what I have
learned?



Please respond to the questions by selecting 1-5, 5 being the highest and 1 being the lowest, below:

1.Held my interest with relevant examples.	1	2	3	4	5
2.Facilitated activities effectively that reflected a clear grasp of the topic.	1	2	3	4	5
3.Responded effectively to questions.	1	2	3	4	5
4.Delivered content in an appropriate, well-paced manner.	1	2	3	4	5
5.Provided opportunities for active participation.	1	2	3	4	5
6.Provided quality handouts that enhanced my learning experience.	1	2	3	4	5
7.If this activity was TEKS-related, at what LOTI level were most of the activities?	1	2	3	4	5
8.Anything else you would like to share about the workshop today that may not have been addressed previously?					

Levels of Technology Integration (LOTI)

Level	Category	Description
0	Nonuse	A perceived lack of access to technology-based tools or a lack of time to pursue electronic technology implementation. Existing technology is predominately text-based (e.g., ditto sheets, chalkboard, overhead projector).
1	Awareness	The use of computers is generally one step removed from the classroom teacher (e.g., it occurs in integrated learning system labs (i.e. Jostens, CCC, IDEAL, Plato), special computer-based pull-out programs, computer literacy classes, and central word processing labs). Computer based applications have little or no relevance to the individual teacher's instructional program.
2	Exploration	Technology-based tools serve as a supplement (e.g., tutorials, educational games, simulations) to the existing instructional program. The electronic technology is employed either for extension activities or for enrichment exercises to the instructional
3	Infusion	Technology-based tools including databases, spreadsheets, graphing packages, probes, calculators, multimedia applications, desktop publishing, and telecommunications augment selected instructional events (e.g., science kit experiments using spreadsheets or graphs to analyze results, telecommunications activities involving data sharing among schools).
4a	Integration (mechanical)	Technology-based tools are mechanically integrated, providing a rich context for students' understanding of the pertinent concepts, themes, and processes. Heavy reliance is placed on prepackaged materials and sequential charts that aid the teacher in the daily operation of the instructional curriculum. Technology (e.g., multimedia, telecommunications, databases, spreadsheets, word processing) is perceived as a tool to identify and solve authentic problems relating to an overall theme
4b	Integration (routine)	Teachers can readily create integrated units with little intervention from outside resources. Technology-based tools are easily and routinely integrated, providing a rich context for students' understanding of the pertinent concepts, themes, and processes. Technology (e.g., multimedia, telecommunications, databases, spreadsheets, word processing) is perceived as a tool to identify and solve authentic problems relating to an overall theme/concept.
5	Expansion	Technology access is extended beyond the classroom. Classroom teachers actively elicit technology applications and networking from business enterprises, governmental agencies (e.g., contacting NASA to establish a link to an orbiting space shuttle through the Internet), research institutions, and universities to expand student experiences directed at problem solving, issues resolution, and student activism surrounding a major theme or concept.
6	Refinement	Technology is perceived as a process, product (e.g. invention, patent, new software designed), and tool for students to use in solving authentic problems related to an identified real-world problem or issue. In this context, technology provides a seamless medium for information queries, problem-solving, and product development. Students have read access to and a complete understanding of a vast array of technology-based tools to accomplish any particular task.



Resources, Links & Citations

<http://www.adobe.com>

<http://www.microsoft.com>

<http://www.apple.com>

<http://www.macromedia.com>

<http://www.softwaremedia.com/softwaremedia-store/>

http://www.photobuzz.com/_digital/000007eb.htm

http://home.real.com/product/help/r1p_v2g/en/CD_Tips.htm

<http://ccs.usask.ca/support/cdburn.htm>